

MINUTES
CITIZENS' LAW ENFORCEMENT REVIEW BOARD MEETING
April 8, 2014

Attachment A

- Roll Call**
- The Board meeting was held at the County Administration Center and came to order at 5:30 p.m. All Board members were present except Sandra Arkin, Debra DePratti Gardner, James Lasswell, and Clifford Meyers.
- Minutes Approval**
- The March 2014 meeting minutes were approved by motion.
- Training**
- *Suicide Prevention*, by Doctor Alfred Joshua, Medical Director - Sheriff's Detentions is scheduled for the May 13, 2014 meeting.
- Executive Officer**
- Patrick Hunter summarized the Investigative Workload & Classification Report: As of March 31, 2014, there were **82** open investigations; **10** new complaints were received and **12** cases were closed.
- Board Member Comments**
- Gary Brown – Probed for factors that have made staff more efficient. Executive Officer, Patrick Hunter responded that the combined efforts of Staff Investigators have reduced the caseload. Efficiency starts with case intake, triage, and case prioritization.
 - Riley Gordon – Inquired about the status of the “Early Warning” system and its relevance. Executive Officer, Patrick Hunter and Chair, George DeLaBarre responded that we will revisit the Early Warning at a later date.
 - Gary Brown – Requested clarification of Early Warning. Executive Officer, Patrick Hunter and Chair, George DeLaBarre responded that an Early Warning System could provide the Board an means to notify the Sheriff and Chief Probation Officer about officer performance concerns relative to complaints filed with the Board.
 - Calixto Pena – Commended staff on their great work.
- New Business**
- Executive Committee Report - Chair George DeLaBarre and Vice Chair Loren Vinson met with Executive Officer Patrick Hunter to discuss a number of items. The Board Chair reported that discussions included staff caseload, Annual Reports, and Early Warning.
 - Executive Officer Patrick Hunter reported:
 - Business Process Re-engineering (BPR) event conducted in October 2011; briefed to Board in November 2011 and updated in September 2012.
 - BPR purpose was to review investigative process with a view toward elimination of One-Year Summary Dismissals and to address case backlog. The One-Year Summary Dismissals have been addressed and Staff continues to work on the backlog, striving for an investigator caseload of 25 cases/investigator.
 - Special Investigators Lynn Setzler and Mark Watkins have taken all new intakes since November 2013. Executive Officer Patrick Hunter will be available to assist with caseload as necessary, but at present the intakes have been manageable.
 - Staff are completing investigations in a timelier manner.
 - Averaged 100 open cases per month in 2013; Open cases as of March 31, 2014 was 82 – the lowest experienced since 2010.
 - Investigative Staff is committed to ensure that each case is conducted in a fair, impartial, objective, and ethical manner, without compromising investigation quality.
 - Chair George DeLaBarre commented that the Board needs to keep an eye on the business of the Board and to stay on top of these matters. The report supported the progress that has been made in catching up, and he was satisfied that the steps taken were in the right direction.
- Unfinished Business**
- N/A

Public Comments

- N/A

**Sheriff/Probation
Inquiries**

- James Achenbach – Inquired about viewing of text messages that violate Retraining Orders. Response by Sheriff Liaison, Robert Kanaski.

Closed Session

- a) **Discussion & Consideration of Complaints & Reports / Officer Discipline Recommendation:** Pursuant to Government Code Section 54957 to hear complaints or charges brought against Sheriff or Probation employees by a citizen (unless the employee requests a public session). Notice pursuant to Government Code Section 54957 for deliberations regarding consideration of subject officer discipline recommendation (if applicable).

<u>CASE NO</u>	<u>LAST NAME</u>
10-110	Wilson
13-021	Campbell
13-042	Schaff
13-044	Portilla
13-076	Gilchrist

<u>CASE NO.</u>	<u>LAST NAME</u>
13-080	McCord
14-007	Padilla
14-009	Mann
14-012	Frost

The meeting was adjourned at 7:07 p.m.

Minutes prepared by Ana Becker, Administrative Secretary III



PATRICK A. HUNTER, Executive Officer



DEBRA DEPRATTI GARDNER,
Secretary of the Board